ARLINGTON PUBLIC SCHOOLS

In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:

Arlington School Committee
Curriculum Instruction Accountability and Assessment
Wednesday, February 24, 2021
3:00 PM

Conducted by Remote Participation

https://www.mass.gov/doc/order-suspending-certain-provision-of-open-meeting-law/download

Open Meeting

You are invited to a Zoom webinar.
When: Feb 24, 2021 03:00 PM Eastern Time (US and Canada)
Topic: School Committee Curriculum, Instruction, Accountability, and Assessment, CIAA subcommittee meeting, Wednesday, February 24, 2021, 3:00 p.m.

Register in advance for this webinar:
https://us02web.zoom.us/webinar/register/WN_KK_GLXTXS5a_QtMFdrUPQg

After registering, you will receive a confirmation email containing information about joining the webinar.

Public Comment

Due to time constraints, there will be no public comment section at this subcommittee meeting. Comments can be submitted in advance by email to kfitzgerald@arlington.k12.ma.us or public comments can be made at the full School Committee meeting on Thursday, February 25.

High School course offerings

Elementary full opening planning

Approval of minutes

New business

Old business

Adjournment

The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items

not listed may also be brought up for discussion to the extent permitted by law.

Stated times and time amounts, listed in parenthesis, are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.

Submitted by Len Kardon, Chair

Massachusetts law requires all open session meetings of public bodies to be accessible to members of the public, including those with disabilities. If you need reasonable accommodations in order to participate in the meeting, contact the Administrative Assistant to the Arlington School Committee Karen Fitzgerald at kfitzgerald@arlington.k12.ma.us in advance of the meeting.

Town of Arlington, Massachusetts

Meeting Location

Summary:
Conducted by Remote Participation

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ATTACHMENTS:

	Type	File Name	Description
☐	Reference Material	Remote_Meeting_Script_(00022231xA050C).pdf	Remote Meeting script
☐	Reference Material	Conducted_by_Remote_Participation_us.pdf	Conducted by Remote Participation

DRAFT SCRIPT FOR REMOTELY CONDUCTED OPEN MEETINGS

Confirming Member Access:

As a preliminary matter, this is [identify meeting manager – Chair, support staff, etc.]. Permit me to confirm that all members and persons anticipated on the agenda are present and can hear me.

- Members, when I call your name, please respond in the affirmative. *State each members' name.*
- Staff, when I call your name, please respond in the affirmative. *State each staff members' name.*
- Anticipated Speakers on the Agenda, please respond in the affirmative. *State each anticipated speakers' name.*

Introduction to Remote Meeting:

Good morning/afternoon/evening. This Open Meeting of [Insert Public Body Name] is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting [will/will not] feature public comment.

For this meeting, [Insert Public Body Name] is convening by [telephone conference/video conference via Zoom App/Facebook Live/etc.] as posted on the Town's Website identifying how the public may join.

For "Zoom" Meetings

Please note that this meetings is being recorded, and that some attendees are participating by video conference.

Accordingly, please be aware that other folks may be able to see you, and that take care not to "screen share" your computer. Anything that you broadcast may be captured by the recording.

Meeting Materials

*For Novus Agenda-Supported Meetings: All of the materials for this meeting, except any Executive Session materials, are available on the Novus Agenda dashboard, and we recommend the members and the public follow the agenda as posted on Novus unless I/The Chair notes otherwise.

*For Non-Novus Supported Meetings: All supporting materials that have been provided members of this body are available on the Town's website unless otherwise noted. The public is encouraged to follow along using the posted agenda unless I/The Chair notes otherwise.

Meeting Business Ground Rules

We are now turning to the first item on the agenda. Before we do so, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

- I/the Chair, will introduce each speaker on the agenda. After they conclude their remarks, the Chair will go down the line of Members, inviting each by name to provide any comment, questions, or motions. Please hold until your name is called. Further,

- Please remember to mute your phone or computer when you are not speaking;
- Please remember to speak clearly and in a way that helps generate accurate minutes

- For any response, please wait until the Chair yields the floor to you, and state your name before speaking.

- If members wish to engage in colloquy with other members, please do so through the Chair, taking care to identify yourself.

- <mark>For Items with Public Comment:</mark>

  After members have spoken, the Chair will afford public comment as follows:

  - The Chair will first ask members of the public who wish to speak to identify their names and addresses only;

  - Once the Chair has a list of all public commentators, I will call on each by name and afford 3 minutes for any comments.

- Finally, *each vote taken in this meeting will be conducted by roll call vote.*

  <mark>[Any additional preliminary comments tailored to meetings]</mark>

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Town of Arlington, Massachusetts

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